

YOUR CHECKLIST TO GETTING YOUR HOME READY TO SELL



Use this checklist to get your home ready for listing!

Roof and Gutters

- Check fascias and soffits for decay and peeling paint
- Inspect chimney for any loose or missing mortar
- Clear obstructions for vents, louvers, and chimneys
- Inspect flashing around roof stacks, vents, skylights, and chimneys

Exterior Walls

- Replace loose or missing caulk
- Repair drywall cracks and chips
- Check masonry walls for cracks and damage

Garage

- Have the area professionally sprayed for insects
- Clean and organize garage storage areas
- Remove dangerous tools from levels a child may reach
- Test electrical outlets
- Check condition of glazing around all windows
- Test garage door opener for smooth and quiet operation
- Inspect doors and windows for any peeling paint
- Lubricate hinges and other hardware on your garage door

Windows and Doors

- Replace broken or cracked panes
- Check for smooth operation
- Check condition of weather stripping and caulking
- Repair glazing
- Eliminate squeaking and creaking
- Test burglar alarms
- Test doorbell or chimes
- Clean windows to let in as much light as possible; clean window sills, tracks, blinds, and valances
- Examine paint

Walls and Ceilings

- Clean off fingerprints, smudges, grease, and dirt
- Repair cracks, holes, or damage to plaster or drywall
- Check condition of paint and wallpaper
- Put on a couple of coats of neutral colored paint if necessary

Floors

- Check baseboards and moldings
- Correct any issues with carpet including stains, overstretching and hanging threads
- Test the staircases for loose handrails or posts, worn tread, carpet, and creaks
- Inspect for creaking boards, loose, missing, or cracked tiles and worn areas

Driveway

- Clean grease or stains
- Repair concrete or blacktop if necessary
- Park in the garage if possible, leaving a clear driveway at all times
- Remove grass or weeds growing from driveway seams

Yard

- Weed and mulch flower beds
- Ensure watering times are correct, adjust sprinklers which spray onto walkways
- Trim hedges, prune trees and shrubs
- Mow lawn, re-seed/re-rock or sod if necessary

Foundation

- Check walls, steps, retaining walls, walkways, and patios for cracks, heaving, or crumbling

Plumbing System

- Clear slow-running or clogged drains
- Check water pressure when faucets in bathroom(s) and kitchen are turned on
- Look for leaks at faucets, sink traps, and valves

Heating and Cooling System

- Have equipment serviced if needed
- Clear and clean areas around heating and cooling equipment
- Change or clean furnace and air conditioning filters

Electrical System

- Repair and test switches and outlets
- Have a professional electrician label each switch in the circuit breaker box
- Check exposed wiring and outlets for signs of wear or damage

Attic

- Look around chimney for condensation or signs of water
- Clean out stored junk
- Check underside of roof for leaks, stains, or dampness
- Clean and clear ventilation opening if necessary
- Have it professionally sprayed for insects

Kitchen

- Organize cabinets and refrigerator
- Clean ventilator or exhaust fan on stove
- Remove dangerous items such as knives which may be at a child's height on center island or counters
- Clean and polish all appliances
- Remove accumulation of grease or dust from tiles, walls, floors

Basement

- Inspect structural beams
- Check pipes for leaks
- Remove clutter, organize items neatly and get things off the floor if possible
- Check for signs of dampness, cracked walls or damaged floors and ceilings
- Have it professionally sprayed for insects

Bathrooms

- Repair leaking faucets and shower heads
- Remove mildew and mold
- Test operation of toilet and faucets
- Check the condition of painted or wallpapered walls
- Ensure chrome sparkles and all fixtures look as new as possible
- Test operation of toilet and faucets
- Check tile joints, grouting, and caulking

OUR OFFICE LOCATION

4400 Post Oak Parkway, Suite
150Houston, TX 77027

DISCLAIMER: The contents of this brochure are for general information purposes only and do not constitute advice. The information contained in this brochure is provided "AS IS" and without any warranties of any kind, whether expressed or implied, including but not limited to, implied warranties of completeness, satisfactory quality, fitness for a particular purpose and/or correctness, in each case to the fullest extent permitted by law.